

## **DRAFT MINUTES**

(Subject to approval by the electors of the Kingston Fire District at the Annual Meeting of May 5, 2014)

### **KINGSTON FIRE DISTRICT ANNUAL MEETING, KINGSTON FIRE STATION, KINGSTON, R.I. MAY 6, 2013**

**Call to Order:** As there was no Moderator nominated in 2012 the President of the Board of Wardens Donald Cobb called the Kingston Fire District Annual Meeting of May 6, 2013 to order at 7:02 p.m. at Kingston Fire Station, 35 Bills Road, Kingston, RI. Cobb informed the taxpayers that a motion was necessary to nominate a Moderator pro tem.

**MOTION:** Donald Cobb moved to nominate Valerie Maier-Sperdelozzi to serve as Moderator pro tem. Vincent Rose seconded the motion. There was no discussion on the motion. The motion carried unanimously.

Maier-Sperdelozzi noted that nineteen (19) qualified electors were in attendance, as confirmed in the 2012 Tax Roll for the District that was located by the attached sign in sheet. She declared that a quorum was present.

#### **AGENDA (SEE HANDOUT)**

**MOTION:** Donald Cobb moved to accept the Agenda as presented. Vincent Rose seconded the motion. It was noted that the 3 year terms listed on the Agenda that ended in 2017 should be 2016 and that the Treasurer, Tax Collector and Clerk should have an \* next to them signifying that they are up for nomination for a One Year Term. There was no further discussion on the motion. The motion, with corrections, carried unanimously.

#### **APPROVAL OF THE ANNUAL MEETING MINUTES OF 2012 (SEE HANDOUT)**

**MOTION:** Donald Cobb moved to accept the Minutes as presented. Vincent Rose seconded the motion. Cobb noted that there were a few typos and that he would submit them for correction. There was no discussion on the motion. Moderator Maier-Sperdelozzi asked if there were any questions. There were none. The motion, with corrections, carried unanimously.

#### **CHIEFS' REPORT (SEE HANDOUT)**

Chief Nathan Barrington gave a summary of his report and Deputy Chief Reed's report.

Moderator Maier-Sperdelozzi asked if there were any questions. There were none.

**MOTION:** Angelo Mendillo moved to accept the Chiefs' Report as presented. Ted Jakubowski seconded the motion. The motion carried unanimously.

#### **TREASURER'S REPORT (SEE HANDOUT)**

Treasurer Carleen Lefebvre presented the Treasurer's report. She noted to the tax payers that on the Executive Summary they will see that under #5 Expenditure line items over budget that line item 540010 Maintenance Apparatus is over budget by \$43,086 due to the fly repair to Ladder 2. She explained that we did receive a check from our Insurance Company for \$50,000 towards this repair and that it is reflected on the Balance Sheet in miscellaneous income.

A question was asked why it was put in miscellaneous income and Lefebvre replied that it is easier to track that way. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none.

**MOTION:** David Metz moved to accept the Treasurer's Report as presented. Ina Sciabarrasi seconded the motion. The motion carried unanimously.

### **TAX COLLECTOR'S REPORT (SEE HANDOUT)**

Tax Collector Linda Mendillo presented the Tax Collector's Report. The Kingston Fire District tax roll, after abatements and additions for 2012, was Two Hundred Twelve Thousand Three Hundred Forty Six 65/100 Dollars (\$212,346.65). The balance for 2012 is Eight Thousand Eight Hundred Twenty Five 08/100 Dollars (\$8,825.08). To date, the District has collected 95.8% of the total amount for 2012. Mendillo told the tax payers this corresponds on average with previous years. She did inform the tax payers that there currently are 3 properties up for tax sale, the 40 day letter will be sent out soon and the tax sale is scheduled for June 19, 2013, if no payment is received for these properties. To date, the District has collected 99.4% of the total amount for 2011. To date, the District has collected 99.9% of the total amount for 2010.

Moderator Maier-Sperdelozzi asked if there were any questions. There were none.

**MOTION:** Ina Sciabarrasi moved to accept the Tax Collector's Report as presented. Larry Fortin seconded the motion. The motion carried unanimously.

### **PRESIDENT'S REPORT**

President Donald Cobb gave an oral report. He said in his first year of being President it has been busy. He pointed out that a 2 year Agreement was signed with URI and that his process went smoothly. He gave thanks to the Finance Committee for being instrumental in this process and pointed out the benefit of committee. He thanked everyone involved in the District for everything they do.

Moderator Maier-Sperdelozzi asked if there were any questions. There were none.

**MOTION:** Leon Thiem moved to accept the President's Report as presented. Sandra Koerner seconded the motion. The motion carried unanimously.

### **OLD BUSINESS**

Moderator Maier-Sperdelozzi stated that according to last year's minutes there were no motions tabled or carried forward to attend to at this year's meeting.

Moderator Maier-Sperdelozzi asked if there was any other official business under the category “Old Business”. There was none.

### **2013-2014 BUDGET MOTION (SEE HANDOUT)**

Barrington presented the Budget. He started going over some of the changes to the budget line items and mentioned that they are dependent on the Resolutions that are listed to be passed under new business. It was requested that the Resolutions be reviewed as they will affect the budget. The resolutions were reviewed. There was brief discussion to clarify some line items. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none.

Moderator Maier-Sperdelozzi asked if anyone would like to move to have a paper ballot to approve the budget, as they may do so. No one requested a paper ballot. **NOTE: this was not done this year 2013 but should be...**

**MOTION:** Donald Cobb, President of the Board of Wardens moved the following Budget Motion: " I move that the budget be approved as presented, and that the Board of Wardens be directed to calculate the tax rate, based on the valuation of assessed property according to the South Kingstown Tax Assessor’s rolls as of December 31, 2012 plus or minus five percent (5%), to account for differences in the tax base due to authorized abatements and additions to the tax roll throughout the tax year, so as to raise the amount of money specified in the budget to be raised by taxation.” The motion was seconded by Vincent Rose. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

### **NOMINATING COMMITTEE REPORT (SEE HANDOUT)**

Moderator Maier-Sperdelozzi recognized Leon Thiem, Chair of the Nominating Committee. Thiem said along with the other members of the Committee they recommend the nominations as provided.

**MOTION:** Leon Thiem moved to accept the Nomination Committee Report, as presented. Lori Horton seconded the motion. It was noted that the 3 year terms listed on the Report that ended in 2017 should be 2016 and that the Treasurer, Tax Collector and Clerk should have an \* next to them signifying that they are up for nomination for a 1 year term. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion, with changes, carried unanimously.

### **NOMINATIONS FROM FLOOR**

Moderator Maier-Sperdelozzi asked if there were any further nominations from the floor. There were none.

Moderator Maier-Sperdelozzi asked if anyone would like to move to have a paper ballot to nominate anyone, as they may do so. No one requested a paper ballot. **NOTE: this was not done this year 2013 but should be...**

### **ELECTION**

**MOTION:** There being no further nominations or discussion, Moderator Maier-Sperdelozzi asked for a vote to elect those individuals nominated in the Nominating Committee Report. Donald Cobb moved and Lori Horton seconded the motion. The motion carried unanimously.

**OTHER NEW BUSINESS (SEE HANDOUT):**

Moderator Maier-Sperdelozzi asked the electors to refer to the Resolutions to be approved under “Other New Business”

Moderator Maier-Sperdelozzi asked the electors to review the first resolution, Resolution for Establishment of a Capital Projects Fund. There was brief discussion held to clarify the resolution.

**MOTION:** Donald Cobb moved to accept the Resolution for Establishment of a Capital Projects Fund as presented. David McNab seconded the motion. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

Moderator Maier-Sperdelozzi asked the electors to review the second resolution, Resolution for Emergency Contingency Fund for Fiscal Year 2013-2014. Discussion was held. Donald Packer asked that the last sentence of the resolution be amended to read “by unanimous vote of the Wardens” instead of “majority vote”.

**MOTION:** Donald Packer moved to amend the Resolution for Emergency Contingency Fund for Fiscal Year 2013-2014. Vincent Rose seconded the motion. Moderator Maier-Sperdelozzi asked if all were in favor of the amendment. 11 electors were in favor, 5 electors were not. The motion carried by majority vote.

**MOTION:** Donald Beasley moved to accept the Resolution for Emergency Contingency Fund for Fiscal Year 2013-2014 as amended. Lori Horton seconded the motion. Moderator Maier-Sperdelozzi asked if there were any questions. There were none. The motion carried unanimously.

Moderator Maier-Sperdelozzi asked the electors to review the third resolution, Resolution for Reserve Funds.

**MOTION:** Donald Packer moved to accept the Resolution for Reserve Funds, as presented. Vincent Rose seconded the motion. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

Moderator Maier-Sperdelozzi asked the electors to review the fourth resolution, Resolution for Capital Expenditures.

**MOTION:** Donald Packer moved to accept the Resolution for Capital Expenditures, as presented. Ted Jakubowski seconded the motion. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

Moderator Maier-Sperdelozzi asked the electors to review the fifth resolution, Resolution for acquisition of new Heavy Duty Platform Aerial Ladder.

**MOTION:** Elizabeth McNab moved to accept the Resolution for acquisition of new Heavy Duty Platform Aerial Ladder, as presented. Vincent Rose seconded the motion. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

Moderator Maier-Sperdelozzi asked the electors to review the sixth resolution, Resolution governing Fire Details Fund. Discussion was held regarding the necessity of it being a resolution or if it should be an annual motion to transfer funds.

**MOTION:** Donald Cobb moved to accept the Resolution governing Fire Details Fund, as presented. Ina Sciabarrasi seconded the motion. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion did not carry by unanimous vote.

Moderator Maier-Sperdelozzi asked the electors to review the seventh resolution, Resolution to close the Firefighter Incentive Fund. Discussion was held regarding the last 4 lines of the resolution and if they should be part of the resolution or removed.

**MOTION:** Donald Cobb moved to amend the Resolution to close the Firefighter Incentive Fund. Ted Jakubowski seconded the motion. Moderator Maier-Sperdelozzi asked if there were any questions. There were none. The motion carried unanimously.

**MOTION:** Donald Cobb moved to accept the Resolution to close the Firefighter Incentive Fund, as amended. Ina Sciabarrasi seconded the motion. Moderator Maier-Sperdelozzi asked if there were any questions. There were none. The motion, as amended, carried unanimously.

Moderator Maier-Sperdelozzi asked the electors to review the eighth resolution, Resolution to close the Kingston Hill Bookstore Fire Detail Fund.

**MOTION:** Donald Cobb moved to accept the Resolution to close the Kingston Hill Bookstore Fire Detail Fund, as presented. Ted Jakubowski seconded the motion. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

Moderator Maier-Sperdelozzi asked the electors to review the ninth resolution, Resolution to close the Plan Review Fund. There is an inquiry of where payments for plan reviews would be applied. Barrington explained income received would applied to the Plan Review Fee income line item.

**MOTION:** Donald Cobb moved to accept the Resolution to close the Plan Review Fund, as presented. Doral Beasley seconded the motion. Moderator Maier-Sperdelozzi asked if there were any further questions. There were none. The motion carried unanimously.

Moderator Maier-Sperdelozzi asked the electors if there was anything else to be heard under “New Business” Doral Beasley asked, in the wake of recent events, is there an SOP for scenarios with guns, explosions and fire. Barrington responded that there are guidelines

however; there are situations beyond our control. In situations, such as the recent events, we work in conjunction with the police establishing an incident plan.

**MOTION:** Leon Thiem moved to adjourn. Larry Fortin seconded the motion.

The motion carried unanimously.

The meeting adjourned at 8:13 p.m.

Respectfully submitted,

Jodi Hall  
District Manager  
Kingston Fire District  
On behalf of Larry Fortin  
District Clerk

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